

MINUTES

Citizen's District Council Meeting
City of Muskegon CDBG
Conference Room 203
Muskegon, Michigan
Tuesday, October 4, 2011

CALL TO ORDER

The meeting was called to order by Pat Montney at 5:30 p.m.

ROLL CALL

Roll call was taken by Liz Parker.

Present: Patricia Montney, Ned Carter, Rosalind Ford, Virgie Jackson,
Jonathan Phillips, Amy Varnado, Steve Gawron

Absent: Thomas Pastoor, Addie Sanders-Randall

Excused: Stephanie Marion

Staff Present: Oneata Bailey, Liz Parker

APPROVAL OF MINUTES

Rosalind Ford made a motion to approve the minutes from the September 6, 2011 meeting. Ned Carter seconded. Motion passed unanimously.

OLD BUSINESS

- **Consolidated Plan 2011 – 2016, Action Plan 2011 – 2012.**

Oneata Bailey stated both plans have been approved by HUD. CDBG and HOME funds are now available.

- **Consolidated Annual Performance Evaluation Report (CAPER) 2010 – 2011**

This report was submitted to HUD on October 3.

NEW BUSINESS

- **HOME Program**

Oneata Bailey stated HOME activities have been on hold since last year, pending a replacement of the Rehab Loan Specialist. As that position will not be filled, she is going forward with projects, starting with the rehab of 2265 Lincoln, which is a 3-bedroom, 2-bath house in Lakeside. It should be completed in January 2012.

- **Weatherization Program Description**

Oneata Bailey stated this program is similar to the Emergency Repair program, but it is for Senior Citizens 60 and older and HOME funds are used, the repairs must be a minimum of \$1,000 and a lien is placed on the home for five years for the entire amount

of the work performed. Currently the AMI is 65%. If there is an agency referral, of which they will provide some financial assistance, the AMI is increased to 80%.

Currently the Emergency Repair program is at 50% AMI. Since both programs are similar, Oneata asked the group how they felt about increasing the Emergency Repair AMI to 60% and reducing the Weatherization program to 60%. This gives a little more leeway for Emergency Repair recipients, who are just over the 50% mark and keeps both programs equal to manage. Pat Montney stated if there will be an increase in income, then there should be some program income involved. Oneata stated it would be helpful to have an upfront fee so there is no possibility of a default after the work is done if the fee is not paid.

Amy Varnado made the motion to raise the AMI for Emergency Repair to 60%, reduce the AMI for Weatherization to 60% and for CDBG have an upfront fee of \$250 prior to any work being done for those recipients whose income is above 50% up to and including 60% AMI. Jonathan seconded the motion. The motion passed unanimously. This will now go before the City Commission for their approval.

- **Rental Rehab Program**

The County has been notified they have received a \$1,000,000 Lead Grant. There had previously been talk of the County working with CNS and their Rental Rehab program, which has been on hold since 2010. They have not heard back from the County yet, but are starting their program with a rental that has an emergency situation with a roof. The Lead Risk Assessment has already been done. Oneata stated she is waiting for a response from a call last week to the County. Hopefully rental units will be abated and safe for kids.

OTHER BUSINESS

Oneata Bailey stated for NSP seven of the eight rehabs have sold, one new construction at 1543 Hoyt is waiting for City Commission approval and three of the four older HOME houses are leased and two should be closing within 40 days.

Liz Parker asked that everyone contact her when the agendas go out so that we know if there will be a quorum for the next meeting.

- **Next CDC Meeting**

The next meeting will be Tuesday, January 3, 2012 at 5:30 p.m. in Conference Room 203.

ADJOURNMENT

Pat Montney adjourned the meeting at 6:23 p.m.

Respectively submitted,

Liz Parker
Community and Neighborhood Services
City of Muskegon